

# INFORMATION EXCHANGE

April 1999

## Resources for JTPA Programs

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## Spring is here



## Training is Near!

Calling the Employment Training Network is like a breath of fresh air! You'll be amazed at how quickly the staff will *spring* into action and help with all of your technical assistance needs.

\*The Employment Training Network (ETN) can provide your Job Training Partnership Act (JTPA) funded agency and workforce development partners with consultants to meet any training need.

\*We have a lending library complete with materials on such relevant topics as Workforce Investment Act (WIA) and Welfare-to-Work (WtW).

\*The ETN can also provide travel reimbursement to staff who would like to visit another program to gain first-hand knowledge of their operation.

Call Diane Coad at (916) 654-8896 to discuss the free services offered by the ETN and watch your organization blossom!



## Capacity Building Training Update

The Capacity Building Unit (CBU) of the Employment Development Department (EDD) Job Training Partnership Division (JTPD) is dedicated to providing relevant training to the employment and training community in preparation for the future.

The following classes are currently in the developmental stages:

**Preparing For JTPA Closeout** - The CBU will be conducting training on "Preparing for JTPA Closeout" based on issues identified by the JTPA Closeout Workgroup. This workgroup consists of representatives from the Department of Labor (DOL), EDD, and the Service Delivery Areas (SDA). Recently they met to develop issues on which SDAs can now start planning, identify potential issues that need to be addressed in state policy, and solicit input on issues to be raised to DOL. The Workgroup meeting minutes are summarized in JTPA Information Bulletin B98-76 located on the Internet at [www.edd.cahwnet.gov/jtpainbu.htm](http://www.edd.cahwnet.gov/jtpainbu.htm)

**Job Retention** - The CBU is developing this WtW training which will include elements to assist case managers and job developers in providing effective guidance to job seekers, and also address the issues and concerns of employers. The training will examine how to: help individuals stay employed; increase their wages and advancement; use transitional employment as a career strategy for the hard-to-place; broker services to help employers save time and money; be responsive to job seeker and employer needs; and develop a proactive follow-up system.

**Special Client Populations** - CBU staff is also developing several training modules related to serving special client populations, including those struggling with addictions to alcohol and drugs, mental, physical and learning disabilities, and domestic violence. The modular concept will allow SDAs to customize training to fit their client populations by choosing the modules that best meet their needs.

The CBU will continue to offer the very popular WtW Overview, Managing Transition and Facilitation Skills classes. Please visit the CBU website below or call (916) 654-9819 for information on scheduling these classes.

### CalWORKS 101

For more information on CBU training you may visit our website at: <http://www.edd.cahwnet.gov/jtpacb.htm>

The JTPD, in partnership with the California Department of Social Services, has scheduled four regional train-the-trainer sessions to be conducted by the CBU: April 13 in Sacramento, April 27 in Fresno, May 4 in Garden Grove and May 11 in Colton.

Each one-day session is designed to train representatives from the SDAs and other WtW grantees who are implementing the DOL WtW Grant Program.

Please contact Terri Angelo at (916) 653-4472 or e-mail her at [tangelo@edd.ca.gov](mailto:tangelo@edd.ca.gov).

## MARK YOUR CALENDARS!

**Larry Robbin & Associates and the National Assn. of Workforce Development Professionals - "The Radar Approach to Job Retention"**  
Los Angeles-April 12-13, 1999  
For information call Larry Robbin at (510) 834-8524

**The Nonprofit Policy Council 4th Annual California Nonprofits Week - "Nonprofits at Risk"**  
Sacramento-April 14, 1999  
For information call (213) 347-2070

**Labor Occupational Health Program (LOHP) and California Workforce Association (CWA) "Occupational Health & Safety Training for Youth Providers"**  
Sacramento-April 30; Fresno-May 7;  
San Francisco-May 14; Los Angeles-May 19; and  
Culver City-May 20  
For information call (510) 643-5698

**National Assn. of Workforce Development Professionals - "Partnerships for a New Century"**  
San Diego-May 9-12, 1999  
For information call (202) 887-6120

**1999 Workforce Development Conference: Employment Connection**  
Visalia-July 20-21, 1999  
For information call Sandi Miller at (559) 737-4246

## Chrysalis Operates Highly Effective WtW Program

Chrysalis is a non-profit organization which is enabling the "hardest-to-employ" to become employable! With funding awarded from the Governor's Discretionary Welfare-to-Work 15% grant, services are being provided to homeless and non-custodial parents with incredible results!

Chrysalis has developed programs which have successfully increased the ability of their clients to stay attached to the workforce and to progress in employment that pays living wages and promotes economic self-sufficiency.

Those clients whose employability is very low (based on lack of work history, skills, and personal barriers) are given opportunities through Chrysalis's StreetWorks Program. StreetWorks is a professional street-maintenance service that employs unhoused individuals in apprenticeships to give them marketable experience and job skills.

Those who are employable, yet would benefit from transitional or short-term work assignments, are directed to Chrysalis's Labor Connection full-service staffing agency. This agency offers clients opportunities to re-enter the job market through short-term work assignments and offers employers the same services as private staffing agencies do, including screened applicants, payroll functions, and insurance coverage.

Clients who are highly employable yet whose barriers are only the resources and skills needed to conduct a successful job search are directed to the Job Readiness Program. Job Readiness Services take clients through a progressive series of classes to increase their job search skills, self-confidence, and employability.

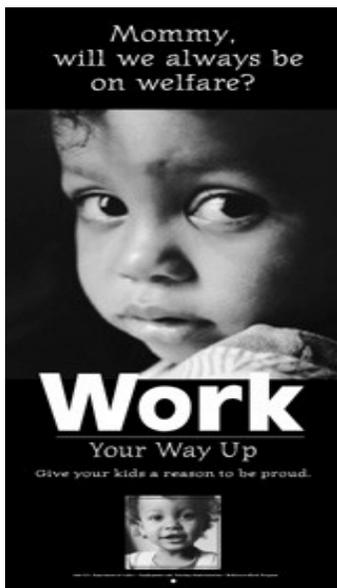
Chrysalis credits much of their success to their Job Retention Services program. This program gives working clients access to a full-time employment retention specialist who remains in contact with them to discuss on-the-job and personal problems. Working clients also have access to a peer support group, career development workshops and continuing education. As of July 1998, 76% of clients participating in Job Retention services since July 1996 were still employed after 24 months.

In 1998, Chrysalis helped over 1,400 individuals become employed, stay attached to the workforce, and return to stable productive lives.

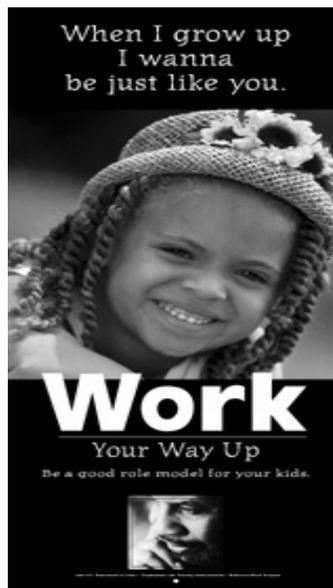
For more information contact Dave McDonough, Executive Director, at (213) 895-7777.

## Welfare-to-Work Posters Available

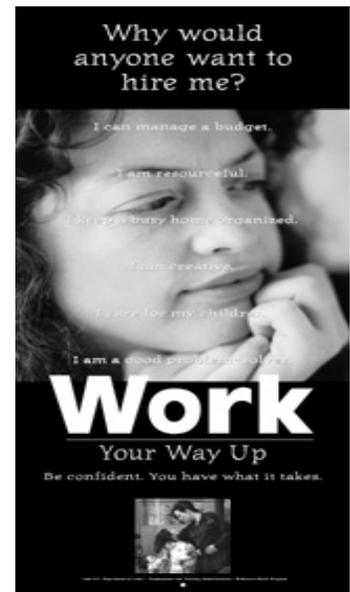
These posters can be viewed at [www.doleta.gov/documents/poster.htm](http://www.doleta.gov/documents/poster.htm). If you would like to order a print run of the posters (minimum of 1,000 copies), please contact Mary Anne Hanlon, Hanlon Design & Consulting, FAX (773) 594-0126 or e-mail your request to [hanlondesign@insnet.com](mailto:hanlondesign@insnet.com).



Mommy, will we always be on welfare?  
Give your kids a reason to be proud.



When I grow up I want to be just like you. Be a good role model to your kids.



Why would anyone want to hire me?  
Be confident. You have what it takes.

## **WtW Local Plan Modification Released**

The Employment Development Department (EDD) Job Training Partnership Division (JTPD) recently transmitted instructions for modifying local plans to incorporate the second year (Fiscal Year 1999) federal Welfare-to-Work (WtW) grant funds.

It is anticipated that the 1999 WtW State Plan will be submitted to the Department of Labor (DOL) in March 1999, and the second year funds will be available in June 1999. Completed modifications will be due to the JTPD by May 28, 1999.

WtW Local Plan Instructions and Forms are contained in WtW Draft Directive WDD-4 located at:

[www.edd.cahwnet.gov/wtowcom.htm](http://www.edd.cahwnet.gov/wtowcom.htm)

## **WtW Practitioners Guide**

Fifteen State departments, collaborating through the Welfare-to-Work (WtW) State Partners Workgroup, have developed a web site targeted to providing resource information about programs and services that can assist welfare clients.

The website address for the "Welfare-to-Work: A Practitioners Guide to California's Programs and Services" is [www.welfareto-work.ca.gov](http://www.welfareto-work.ca.gov). This web site will simplify your search for program and service information through the use of keyword classifications as well as direct linkages to the participating departments.

The website currently contains information in the following areas: child care; economic development; education; employer incentives; employment; energy assistance; job development; substance abuse; training and transportation.

The number of groups is continually being expanded. Information on grant funding application processes will also be posted to the web site.

Any suggestions or questions should be directed to Terri Beckman, Workforce Policy Advisory Group, (916) 653-7490.

## **Tulare and Kings Counties Sponsor Local Forum**

A forum to discuss Workforce Investment Act (WIA) issues was held in Visalia on March 9 and 10, 1999. This was the first session offered at the local level since the Tulare County Private Industry Council, Inc. (PIC) was named as the interim Workforce Development Board by the Tulare County Board of Supervisors. The Tulare County PIC partnered with the Kings County Job Training Office and other state and federal agencies to coordinate the two-day conference.

The conference began with opening remarks by facilitator Barbara Shaw, of Barbara Shaw Seminars, followed by an overview of WIA presented by John Chamberlin, Attorney and consultant. Breakout sessions included presentations by Jose Luis Marquez, Manager of the Employment Development Department (EDD) One-Stop Career Center System and Bill Maguy, Chair of the One-Stop Task Force on Integrated System Design; and Megan Juring and Beverly Roberts also of the EDD on Performance Issues. Job Training Partnership Division Capacity Building Unit staff members Joy Allender, Myrna Erickson and Michelle Haakenson made a lively, interactive presentation on managing change, including discussion of resistance, acceptance, and coping strategies to make change work for the participants.

Sessions on the second day were divided into Tract One, geared to front line staff and Tract Two, geared to board members/local elected officials. Tract One participants enjoyed a presentation by Department of Labor, Region IX representative Julia Campos, who gave an overview of the status of the Interim regulations. Tract Two participants were given a basic WIA overview by Barbara Shaw and Vicki Grönbeck (Johnsrud), Assistant Deputy Director, EDD Workforce Investment Transition Division.

The full group then came together for a video teleconference featuring presenters Robert Knight, President of the National Association of Workforce Boards (newly renamed), and Virginia Hamilton, Director of the California Workforce Association (CWA). Together they reviewed some of the critical WIA transition issues and took a few questions from the audience.

For more information on this event, please call Gail McCann at (209) 737-4246.

## First Report Card For the Workforce Prep System

The State Job Training Coordinating Council (SJTCC) Special Committee on Performance-Based Accountability (PBA) has recently issued the first Report Card evaluating the performance of publicly-funded workforce preparation programs in California.

Designing and implementing the report card system became the responsibility of the SJTCC by Senate Bill (SB) 645 which became law on January 1, 1996. The PBA Committee was formed to meet the requirements of SB 645.

PBA report card information will be used not only for accountability purposes, but also by service providers, county welfare departments, and other workforce preparation program operators for the continuous improvement of their services. The information will ultimately be helpful to participants and employers in choosing service providers and programs to best meet their needs.

To view SB 645 PBAs entire first-year report you may visit their website at [www.SJTCC.cahwnet.gov/pba](http://www.SJTCC.cahwnet.gov/pba).

## SJTCC Publishes Capacity Building Report

The State Job Training Coordinating Council (SJTCC) has recently published a report entitled "An Inventory of California's Workforce Preparation System - Assessment for Building Staff and System Capacity."

This report was prepared for core stakeholders, related partners, and other interested parties at the federal, national, state, and local levels.

The report examines the capacity building efforts and challenges faced by those operating programs within the employment, education, job training, welfare and economic development arenas. It also contains recommended strategies which are intended to guide stakeholders toward improving staff professional development, customer services and communications.

You may obtain a complimentary copy of this report by calling the SJTCC office at (916) 654-6836. It is also available for loan from the ETN library by calling (916) 654-8386.

## School-to-Career 1999 Request for Proposal Released

With the receipt of a third-year School-to-Work Opportunities Act Implementation Grant totaling \$32.8 million, the Governor, in collaboration with the Superintendent of Public Instruction and the Chancellor of the California Community Colleges, will award approximately \$29.5 million to new and continuing local partnerships to further the development of California's School-to-Career (STC) system.

A copy of the Request For Proposal (RFP) can be obtained by downloading it from the STC web page site located at <http://www.stc.ca.gov>; by faxing a request with your name and complete address to the Employment Development Department (EDD) Contract Services Group at (916) 657-4391; or by calling their bid line at (916) 653-5134. The proposals will be due by 3 p.m. on June 1, 1999.

The Governor's STC Advisory Council has recently held two bidders' conferences to assist applicants with the RFP process. Written responses to all questions raised at or before the bidders' conferences will be available by April 5, 1999 and will be posted on the Internet at the above-mentioned site.

For additional information please call Helga Dicker in the School-to-Career Office at (916) 654-6138.

## Maturity Works - A Very Unique Senior Job Fair!

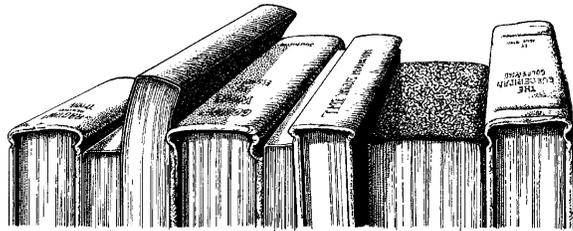
The San Bernardino County Older Worker Coalition sponsored the first *Maturity Works* Job Fair on March 12, 1999.

Many factors made this event different from all other job fairs, including that fact that all individuals attending were 55 and better and had been pre-screened to be job ready. Each were specifically invited by one of the participating agencies, possessing valuable skills and very high morale. All attendees had a resume with them and were ready to accept a position on the spot - and many did just that!

The event planners will be contacting all employers and attendees within the month to ascertain exactly how many seniors were offered jobs.

Please call Bill Sirowy, Department of Aging and Adult Services at (909) 891-3911 for more information on this highly successful event!

# Check It Out!



## WIA

*Workforce Investment Act of 1998*, U.S. Department of Labor, Employment and Training Administration (J1814)

## WELFARE-TO-WORK

*Incentives and Supports for the Employment of Welfare Recipients*, National Governors' Association (J1805)

## SCHOOL-TO-WORK

*1998 Tech Prep School-to-Career Library Catalog*, State Center Consortium, California Department of Education, Chancellors' Office California Community Colleges (J1794)

*The Employer Connection: State Strategies for Building School-to-Work Partnerships*, National Governors' Association (J1806)



## WORKFORCE DEVELOPMENT

*Building State Systems Based on Performance: The Workforce Development Experience, A Guide for States*, National Governors' Association (J1807)

*Skill Standards: A Tool for State Workforce Development Systems—Final Report*, National Governors' Association (J1808)

*An Inventory of California's Workforce Preparation System: Assessment for Building Staff and System Capacity*, State

Job Training Coordinating Council (J1815)

## ONE-STOP

*Serving Employer Customers Through California's One-Stop Center System*, Employer Services Subcommittee, California's One-Stop Career Center System Task Force (J1795)

*Partnering to Improve Customer Services: A Tool Kit for Workforce Investment Partners*, One-Stop Office, U.S. Department of Labor, Employment and Training Administration (J1796)

*Factors in the Creation of Skill Centers: Five Case Studies*, National Governors' Association (J1810)

## YOUTH

*Meeting the Needs of Out-of-School Youth*, National Governors' Association (J1811)

*Investing in Youth: A Compilation of Recommended Policies and Practices*, National Governors' Association (J1812)

## OLDER WORKERS

*A Guide to State-Level Policies, Practices, and Procedures: Enhancing Employment Opportunities for Older Workers*, National Governors' Association (J1813)

## JOB SEARCH

*Guide to Quality Career Search Resources, A Guide to State-of-the-Art Career Decision-Making Resources*, University of Illinois at Springfield (J1791)

TO BORROW RESOURCES LISTED ABOVE CALL: (916) 654-8386

# April 1999

Monday	Tuesday	Wednesday	Thursday	Friday
		March 31	1	2
		<b>California Workforce Association - Spring Conference</b> CWA - (916) 325-1615 <i>Anaheim Marriott</i>		
5	6	7	8	9
	<b>JTPA -101</b> <b>Intro &amp; Overview</b> <i>Los Angeles City</i>			
	<b>Training for Trainers</b> <i>City of Long Beach</i>			
	<b>Welfare-to-Work</b> <b>Introduction and Overview</b> <i>Fresno City/County</i>			
12	13	14	15	16
		<b>JTPA -101</b> <b>Introduction &amp; Overview</b> <i>City of Long Beach</i>		
	<b>CalWORKs 101</b> <b>Train The Trainer</b> <i>Sacramento</i>	<b>Case Management</b> <i>Solano County</i>		
19	20	21	22	23
	<b>Welfare-to-Work</b> <b>Introduction and Overview</b> <i>Los Angeles City</i>			
	<b>Presentation Skills</b> <i>City of Long Beach</i>	<b>Advanced</b> <b>Presentation Skills</b> <i>City of Long Beach</i>	<b>Advanced</b> <b>Presentation Skills</b> <i>City of Long Beach</i>	
26	27	28	29	30
	<b>CalWORKs 101</b> <b>Train The Trainer</b> <i>Fresno</i>		<b>Presentation Skills</b> <i>Santa Cruz County</i>	

# INFORMATION EXCHANGE

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## THE EMPLOYMENT TRAINING NETWORK *Resources for JTPA programs*

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The Employment Training Network is an information dissemination project which provides one-to-one consultations, staff workshops and resources exclusively for California's JTPA programs. Through statewide networking, the Employment Training Network staff is able to offer diverse technical services using consultants in a variety of JTPA-related areas. SDAs/PICs and their contractors may benefit from the following services, free of charge:

- **consultant services** - to enhance staff's skills, knowledge, and motivation
- **program site visits** - staff reimbursement provided for travel expenses
- **resource library** - up-to-date books, manuals and videos in a multitude of topics on loan for three weeks
- **referrals** - to other employment and training programs
- **Information Exchange newsletter** - informative newsletter announcing upcoming workshops, new resources, etc.

The Employment Training Network technical assistance services are available upon request to SDA/PIC staff members or contractors operating JTPA programs in schools, community colleges, community-based agencies, adult education programs, County Offices of Education and ROPs. EITN staff: Diane Coad, Project Manager and Janine Cota, Administrative Secretary. **JTPA funded agencies may receive Employment Training Network services by calling (916) 654-8896.**

**EDD is an equal opportunity employer/program.**